Our long awaited new system is almost here!

SUPERION | TRAKiT

Please review the timeline below.

If you have any questions, call Jo Bennett at 305-809-3974.

DAY / DATE	WHAT'S HAPPENING	TIME	WHAT YOU NEED TO KNOW / DO
Start NOW			• Verify your eMail address. Make sure your Qualifier eMail is up-to-date with us. This will need to match your eMail log-on request for access to the new system eTRAKiT for your applications/ permits.
Monday, August 20th	Building Department in training	3:15pm→5pm	• On-line Inspection Request ONLY • No Permit Pick-up • Applications drop-off (NOTE: All Application fees are $50.)
Tuesday, August 21st	Building Department in training	Closed All Day	• On-line Inspection Request ONLY • No Permit Pick-up • Applications drop-off (NOTE: All Application fees are $50.)
Wednesday, August 22nd	Business As Usual	Open All Day	• Business as usual.
Thursday, August 23rd	System Down at the end of the day	Open until 4pm	• Make your Inspection Requests for **Friday,** August 24th and **Monday,** August 27th . No Inspection Request after 4pm. No online system access. • At 4pm - Inspection Reports will be printed for **Friday,** August 24th and **Monday,** August 27th. • Cash Register closed out for the old system.

DAY / DATE	WHAT'S HAPPENING	TIME	WHAT YOU NEED TO KNOW / DO
Friday, August 24th	System down	All Day	
	Inspectors in training in the morning.	10am→Noon	• Inspections will take place after lunch. • No system access. • No permit pick-up.
Monday, August 27th	Welcome to the new system – TRAKiT and eTRAKiT. Building Department OPEN using the new system.	8am→4:30pm	• Permit pick-up permits. • Drop off new applications. (**NOTE:** All application fees will be $50.) • Contractors use their new eTRAKiT sign-on to check status of their applications and request inspections for Tuesday, August 28th.
Tuesday, August 28th	Business As Usual on the new system.		